

Mingo Central High School

Cardiac Emergency Response Plan

Guidelines for Schools and Athletics

Purpose

This document provides direction and detailed guidance for responding to a sudden cardiac arrest (SCA) through a Cardiac Emergency Response Plan (CERP). This plan outlines Cardiac Emergency Response Teams (CERTs), AED maintenance and locations, and related staff training/certification. This document does not replace any district policies or local, state, or national regulations.

Pre-athletic-season Informational Meeting

Each coaching staff and/or athletic director of Mingo Central High School will hold a pre-season informational meeting for each sport prior to holding any season practices. As a part of the informational meeting, each student and parent/guardian/person responsible for the care of the student athlete will be given a copy of Mingo Central High School's Cardiac Emergency Response Plan, the WVSSAC Sudden Cardiac Arrest Awareness sheet, and a release form to participate as a student athlete at Mingo Central High School.

If a parent/guardian/person responsible for student athlete does not attend a pre-season meeting, the parent/guardian/person responsible must be given a copy of the Cardiac Emergency Response Plan and must return to the school a signed acknowledgement that they have received the CERP. Signing of the acknowledgement will also serve as permission for the student athlete to participate.

Developing a Cardiac Emergency Response Team (CERT)

The building administrator is the Cardiac Emergency Response Team Coordinator. This person will oversee and ensure that all members of the CERT are trained and aware of their role. All athletic coaches and athletic directors are considered CERT team members for athletic teams. School teams should include certified school nurse, RNs, LPNs working in your school, trained medication staff, and any other applicable staff members employed by MCS. All individuals on CERT should have current CPR/AED training from a nationally recognized organization.

Listed below are the individuals of Mingo Central High School who have been designated as responsible for responding to a life-threatening emergency while attending or participating in an athletic practice or event while on school grounds.

Hunter Bailey, Certified Athletic Trainer (For all Sports, when available, ALL HOME GAMES)

Erica Brown, Limited Athletic Trainer, Football

Bob Hammond – Limited Athletic Trainer- Football and Wrestling

Brad Rawls – Boys Soccer

Garrett Moore – Girls Soccer

Crystal Ramey- Volleyball

Jacob Staten- Baseball

Patrick Cline- Softball

Kim Smith – Girls Basketball

Stan Elkins- Boys Basketball

David Jones- Football

Beth Keatley- Cheer

Garrett Bevins- Golf

Brandon Cline- Athletics Director and Assistant Principal

Sherry Copley- Assistant Principal

Marcella Casto- Principal

Glenna Belcher – School Nurse

Automated External Defibrillators (AEDs)

Placement, Installation and Maintenance in school buildings - There shall be at a minimum one AED in each school building. The AED shall be clearly marked in a wall cabinet at a location known to CERT and staff members. School Health Services along with the MCS Maintenance Department will oversee maintenance of AEDs.

Placement, Installation and Maintenance for Athletics - The number of AEDs, either stationary or in the possession of an on-site athletic trainer, coach, or other qualified person, shall be sufficient to enable the delivery of an AED to any location on the designated athletic field, when notified of a possible cardiac emergency. AEDs should be clearly marked in a backpack or hard case. AEDs designated for athletics shall be allocated to sports teams by School Health Services and School Administrators and returned after the season for storage and maintenance.

AEDs are always on the sideline, in the dugout or to the left of the bleachers in the gymnasium. ATC carries her own AED to every event she covers. We also have a portable AED that the Golf Coach signs out of the office and brings to every practice and event. There is also an AED located in the athletic Training room of the athletic complex. There is an AED across the media center on the wall.

Communication of the Cardiac Emergency Response Plan (CERP)

The Cardiac Emergency Response Plan (CERP) should be posted broadly in places such as (but not limited to): a) with the CERP plan, and on the school website. b) Adjacent to each AED. c) Adjacent

to each public telephone. d) In the gym and all other indoor and outdoor locations where athletic activities take place. e) At other strategic locations on school campus, including outdoor physical education and athletic venues and facilities. f) Attached to all portable AEDs. The CERP should be distributed to: a) All parents/guardians, all staff and administrators at the start of each school year, with updates distributed as made. All staff should be educated on the Cardiac Emergency Response Plan in their school yearly. c) New staff members should receive CERP in their orientation materials.

Training in Cardiopulmonary Resuscitation (CPR) and AED Use

CERT members will be trained in CPR and AED use. This shall be in effect for both school and athletic teams with athletic coaches trained yearly prior to the season. All CERT for school and athletics will be required to practice the skills learned and may request refresher courses at any time throughout the year.

All members of the Mingo Central High School Cardiac Emergency Response Team have been trained by via an approved WVDE course. The list of certified individuals is maintained in the administrative offices of our school and in the Human Resources Department.

Local Emergency Medical Services (EMS) Integration with the Plan

MCS and Mingo Central High School will provide a copy of this plan to local emergency response and dispatch agencies (e.g., the 9-1-1 response system), which may include local police and fire departments and local Emergency Medical Services (EMS). The development and implementation of the Cardiac Emergency Response Plan shall be coordinated with the local EMS Agency, district safety officials, PROs, administrators, and athletic trainers. MCS will work with local emergency response agencies to 1) coordinate this plan with the local emergency response system and 2) to inform local emergency response system of the number and location of on-site AEDs.

Annual/After Event Review and Evaluation of the Plan

MCS will conduct an annual internal review of the Cardiac Emergency Response Plan (CERP) for schools and athletics. The annual review will focus on ways to improve the response process. The school and district crisis team will conduct a post cardiac incident review with any CERT event. This will be a review of existing documentation for any identified cardiac emergency that occurred at the school or at an athletic event.

Requirements:

1. Each student athlete and the parent/guardian/person responsible for the care of the student athlete must sign the release/permission form. This form grants permission for the student athlete to participate in the athletic activity and acknowledges that the student and the parent/guardian/person responsible for the care of the student athlete has attended a pre-season meeting and has been given a copy of Mingo Central High School's Cardiac Emergency Response Plan and the WVSSAC's Sudden Cardiac Arrest Awareness sheet.

2. No coach may participate in any coaching activity until they have completed the WVBOE approved CPR course.
3. No coach may participate in any coaching activity until they have completed all certification for coaching as required by the West Virginia Department of Education and the West Virginia Secondary Schools Activity Commission.
4. No student may participate in any athletic activity based on fainting until they have been cleared by an authorized person.

FAINTING—

A student shall not be allowed to participate in an athletic activity if either of the following is the case:

- (1) The student is known to have exhibited syncope or fainting at any time prior to or following an athletic activity and has not been evaluated and cleared for return after exhibiting syncope or fainting; or
- (2) The student experiences syncope or fainting while participating in, or immediately following, an athletic activity.

If a student is not allowed to participate in or is removed from participation in an athletic activity under this rule, the student shall not be allowed to return to participation until the student is evaluated and cleared for return in writing by any of the following:

- (1) A physician licensed in West Virginia;
- (2) A certified nurse practitioner, or certified nurse specialist; or
- (3) A physician assistant licensed in West Virginia.

Mingo Central High School and the Mingo County School District will work with local Emergency Medical Service Providers to integrate the school plan into the EMS responder protocols.

- (1) Establishing a cardiac emergency response team;
- (2) Activating the team in response to a sudden cardiac arrest;
- (3) Implementing automated external defibrillator placement and routine maintenance within the school;
- (4) Disseminating the plan throughout the school campus;
- (5) Maintaining ongoing staff training in CPR/AED use;
- (6) Plan for practicing skills learned;
- (7) Integrating local EMS with the plan;
- (8) Ongoing and annual review and evaluation of the plan; and

(9) Appropriate automated external defibrillator placement.

5. Mingo Central High School will maintain a sign in sheet documenting the date of the preseason meeting, attendance, and an agenda for the meeting.
6. Mingo Central High School and Mingo School District will maintain a sign in sheet documenting the date of the meeting with local EMS along with an agenda and notes related to any changes that will be made to the plan.